

IT INVESTMENT MANAGEMENT - SELECT PHASE (1.0)  
 INVESTMENT PROPOSAL STAGE (1.2)  
 SCO REVIEWS IP FOR COMPLETENESS (1.2.4)  
 DATA MANAGEMENT DRILL DOWN (1.2.4.DM)

Number	Phase/Stage/Task	Process Description
1.2.4.DM.1	Data Management Staff contacts Project Proponent	Purpose: To identify data areas that may be impacted by the proposal and to offer assistance in the development of the Business Case.
		Deliverables: Contact with Project Proponent/Manager to determine opportunities for providing assistance in the development of the Business Case.
		Time Frames: 1 day
		Who's Involved: Data Analysts, Data Management Supervisor
1.2.4.DM.2	Data Management Staff conducts an analysis of the Investment Proposal	Purpose: To assess the number of data elements and/or applications, that may be affected by the proposal.
		Deliverables: Performs a preliminary impact analysis that assesses the estimated number of data elements and identification of the applications that may be affected by the proposal.
		Time Frames: 4-7 days
		Who's Involved: Data Analysts, CMR Representatives
1.2.4.DM.3	Data Management Staff prepares preliminary impact analysis report	Purpose: Provides critical information regarding Data Management to the Project Manager in the development of the Business Case.
		Deliverables: A Preliminary Impact Analysis Report
		Time Frames: 3-6 days
		Who's Involved: Data Analysts, CMR Representatives

Number	Phase/Stage/Task	Process Description
1.2.4.DM.4	Data Management Staff sends the preliminary impact analysis report to the Project Manager .	Purpose: Documentation for Investment Proposal/Business Case.
		Deliverables: This is the formal input provided the Project Manager from the Data Management Staff at the SCO. A courtesy copy of the preliminary impact analysis report is sent to the SCO Point of Contact.
		Time Frames: 0
		Who's Involved: Data Analysts, Data Management Supervisor